

**QUESTIONS AND ANSWERS FROM**  
**GRANT WORKSHOP**

January 29, 2008

**PART 1**

- 1. Regarding Section 1C, Page 7 – Expansions in 2007. Do we add planned expansions for 2008?**

*Yes, if they cross years from 2007 into 2008. Keeping us apprised of growth and expansion is helpful for tracking additional capacity and access.*

- 2. Regarding New Patients – Unduplicated medical and dental patients. Is it okay to add/report them together, or would it be better to separate them out?**

*Either one, but if you can report them separate that would be great. What we are looking for is promoting access and increasing capacity.*

- 3. Agency Assurance checklist – Page 5, Part 1. 300% FIG is used at Harborview. Should we report that?**

*WAC 180.20 defines a “low income individual” as a person with income at or below two hundred percent of federal poverty level.*

*This question is organization specific; the majority of their clinic population is at or under the 200%. We will assist with this section of the application.*

- 4. In the narrative, how do we explain “new service areas”**

*These would be new areas established for CY 2007. Please detail any current and immediate future plans for growth or plans to increase access.*

- 5. You indicate that CHS has eliminated asking for repetitive information in the grant application yet there are still some areas of duplication. Can you explain why?**

*While there are still some repetitive parts, they are now designed to self-populate to keep you from having to reenter the data again.*

### **PART 3**

- 6. Signature Authority – Can we send scanned images of signatures?**

*No. We must have original signatures. Please make sure to postmark applications documents no later than the April 4 2008 due date.*

- 7. If medical and dental services are provided in the same building, is it okay to list them separately?**

*Yes, make sure to list the name of each individual clinic manager.*

- 8. We contract with Northwest Dental/Medical Team for services. They see patients at our main clinic site and other locations as well. What location/address do we list?**

*List your site addresses. You are the contractor and this will assist patients with options in scheduling visits according to the delivery site.*

- 9. T-6 Delivery Sites– What do you mean by ‘Other’**

*This could include things such as Teen clinics, WIC services, Mobile Services, Senior Services or Migrant Services*

- 10. Stand alone WIC clinics – do we list them?**

*Only list what CHS funding covers – Expanded forms available by contacting CHS.*

- 11. T-9 – Staffing Patterns in FTE’s – Other**

*If they don't work at delivery site, don't need to list. If they work at multiple delivery sites, so indicate.*

**12.T-10 – Services – Onsite or Offsite referrals - How do we document this?**

*Referrals to specialists such as Oral Surgeons, Endodontists, Cardiologists, etc. would be examples of Off site referrals. Offsite referrals are considered to be referrals outside of the normal clinic network.*

**13.T-11 – Top 3 Medical Diagnosis and Top 5 Dental RVU Categories.–Do we calculate these by encounter or by patient?**

*We want to know what the highest Medical diagnosis codes (ICD9) or Dental RVU (ADA Codes) are for the reporting timeframe. In many cases, your records management systems should be able to calculate this number. Your Programs addressing the top 3 medical diagnosis should correlate with the diagnosis.*

**14.We have both off site and on-site referrals – how do we list that?**

*Just make sure to clarify in the notes below – the clearer the information you provide the better for our statistical and informational purposes.*

**15.We have several prevention programs and conduct immunization clinics – should we list these?**

*Of course! List out those programs that correlate with Top Diagnosis. This gives us a picture of what is actually occurring at the clinic and the type of patients that are being seen and the conditions that are being treated.*

**16.The data we are reporting should be for what timeframe?**

*Reporting information should be for Calendar Year – January 1, 2007 to December 31, 2007.*

**17.Where and when can I get additional forms?**

*We will be posting forms, applications, etc. on the CHS website on February 5, 2008. You can download them from there or you can contact Dinah.*